

## Attachment B – Notice & Outreach

**Table 2 – Notice, & Public Hearings (Small Cell)**

Type	Authority	Neighborhood Notice	Project Notice	Public Hearing
Small Cell (Existing Support Structure) Right of Way	PWD	Not required	Not Required	Not required
Small Cell (Existing Support Structure)	CDD	Not required	Not Required	Not required
Small Cell (New Support Structure) Right of Way	PWD	Not required	Not Required	Not required
Small Cell (New Support Structure)	CDD	Not required	Not Required	Not required
<b>Key:</b> CDD – Community Development Director; PWD – Public Works Director				

**Table 3 – Notice, & Public Hearings (Macro Cell)**

Type	Authority	Neighborhood Notice	Project Notice	Public Hearing
6409(a) Eligible	CDD or PWD	Not Required	Not required	Not required
Colocation (not 6409(a) eligible)	CDD	Not Required	Required	Not Required
Colocation (not 6409(a) eligible); Located in the Public Right of Way	PWD	Not required	Required	Not required
New Site; Located in the Public Right of Way	PWD	Not Required	Required	Not required
<u>New Site</u>	PC	Required	Required - Per Section 10	Required
	ZA	Required	Required	Required
<b>Key:</b> CC – City Council; CDD – Community Development Director; CM – City Manager; PC – Planning Commission; PWD – Public Works Director; ZA – Zoning Administrator.				

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- (a) Neighborhood Notice. When required, applicants must complete the neighborhood notice process by mailing notice of the project to neighboring property owners. Said notice shall include the location of the project site, a site plan, and elevations or photo-simulations of the proposed project; a neighborhood meeting is not required. For purposes of Community Development Director and Public Works Director projects, neighboring property means a lot within 150 feet of a project site or pole location.
- (b) The following procedures apply to projects reviewed by the Zoning Administrator.
  - (1) Project Notice. The Zoning Administrator must send a notice of public hearing to neighboring property owners ten days prior to the hearing. The notice must include a general description of the project, the project location, and the date, time, and location of the public hearing.
  - (2) For purposes of Zoning Administrator projects, neighboring property means a lot within 300 feet of a project site or pole location.
- (c) The following procedures apply to projects reviewed by the Planning Commission.
  - (1) Public Hearings. The Community Development Director must provide notice of Planning Commission public hearings in the manner required by Section 10 of the Belmont Zoning Ordinance (BZO).
  - (2) For purposes of this section, neighboring property means a lot within 300 feet of a project site or pole location.
- (d) New sites within the public right-of-way. New sites within the public right-of-way require Community Development Department review of aesthetic impacts, and a recommendation to the Public Works Director.